



Addendum No. 1
Adult Guardianship Mediation Outreach Coordinator
Project No. K22-0072-25I

05/09/2022

The purpose of this addendum is to amend and clarify certain portions of the above-referenced solicitation with all prospective bidders/offerors.

Questions:

- Q1.** RFP Section III.A. Who will be responsible for developing/creating a roster of mediators for adult guardianship mediations?
- A1.** The selected offeror will be working with a set roster (i.e., people who have completed the Judiciary's guardianship mediation training, complete the project training, and have been selected to perform mediations for the project). The selected offeror will not be responsible for developing, creating, or expanding the roster.
- Q2.** RFP Section III.D. Who is responsible for the arrangements and printing cost for this information?
- A2.** Any costs related to the work requirements, including printing any materials, the copying of any documents, and travel costs, will be covered by the Judiciary. Travel costs and reimbursements shall be governed by the Judiciary's Travel Policy.
- Q3.** RFP Section III. E. Could you be more precise in identifying the counties included in the geographic area for the scope of this work? Is there any expectation regarding strategic geographic implementation?
- A3.** For this project, the meditation efforts will be focused on Anne Arundel, Baltimore, and Howard Counties.
- Q4.** RFP Section III.G. Would this level of effort be for each resource person, or for the total hours for all resource persons?
- A4.** The Judiciary is only looking to contract with one person or firm to perform this work and anticipates the successful offeror would work approximately eight (8) hours per week on this project.

All addenda will be incorporated into the final contract documents and will be binding on all bidders/offerors responding to this solicitation. Each bidder/offeror submitting a bid/proposal must acknowledge receipt of all addenda by completing and forwarding Attachment H (included in bid/proposal package) with the bid/proposal response; failure to acknowledge addenda may result in the bid/proposal rejection.

If you have any questions regarding this addendum, please contact me at (410) 260-1421 or email me at lauren.sands@mdcourts.gov

A handwritten signature in black ink, appearing to read "Lauren Sands".

Lauren Sands
Procurement Officer